



**City of Menasha Complete Count Census Committee Meeting
Menasha Health Department
April 21, 2010
Minutes**

- A. Meeting called to order at 7:05 AM by Chairman M. Crawmer.
- B. Present: Mary Crawmer, Ken Kubiak, Keng Xiong, Gina Grogan, Nancy Barker, Elena Leon, Susan Nett.
Also Present: Dale McNamee
- C. Minutes
 - 1. Motion to approve minutes from March 24, 2010 meeting made by K. Kubiak and seconded by N. Barker. Motion carried.
- D. Discussion Items
 - 1. Review of supply distribution—recently received supplies (boxes of hats, bag clips, magnetic photo frames, t-shirts, water bottles and pencils were distributed at the library, schools, and Goodwill building. Street signs were placed by the library, city hall, Jefferson, Smith, Pleasants and Hart parks. There was continued discussion by committee members regarding the late distribution of supplies. A suggestion for future census campaigns is to have a process where the local census committee can directly order their supplies based on scheduled events and promotions in their jurisdictions. D. McNamee said that was a suggestion many were making but he wasn't sure the federal census planners were in agreement.
 - 2. Review of Help Sessions—the help session at Gegan School resulted in two individuals requesting assistance. S. Nett spoke with Richard Meyers from the VFW. He reported their help sessions on April 1st and 3rd were poorly attended with only 2 or 3 stopping in for assistance. He felt part of the problem was that the VFW didn't plan this too far in advance and so the publicity was not there.
 - 3. Committee review of census process in City of Menasha
 - a. What went well? Once the supplies were received, distribution occurred quickly. The signage that was made by the city public works department and hung by Calder Stadium was a good reminder to the public. Having information available at the schools during parent-teacher conferences was a big help. Bilingual committee members assisted in reaching the non-English speaking populations in the city.
 - b. What didn't go so well? The inability to get supplies for planned events when needed was a big detriment in getting the word out in the community. More local PSAs would have been helpful. Accessibility to

signage (other than posters) needed in the beginning of the campaign not at the end. If the federal government is spending money on supplies, why not allocate that money to the local campaigns and let them spend it on what they know will work in their community.

4. Next meeting? Committee members did not think there needed to be another meeting. D. McNamee indicated a thank you follow-up event will be held for committee members at a later date.
- E. Motion to adjourn at 8:10 AM made by S. Nett and seconded by K. Kubiak.
Motion carried.

Submitted by Susan Nett